



REGULAR COUNCIL MEETING
THURSDAY, MARCH 11TH, 2021 @ 6:00 p.m.

MINUTES

Present: Mayor Davis, Councilors Brockway, Hoffman, Parkin and Shaha. Staff: Planner-Marley, Engineer-Hassell and Clerk-Hutchings.

Others present: Christina Laurie-Anderson Bros. CPAs, Jason Diamond-Suez Water Technologies, Bill & Gloria Stuble, Steve Barton, Greg Rawuka, Jane Fritz, Marie Forbes, Merlin & Dodie Glass, Amy Lizotte, Travis Icardo, Pam Aunan and Jim.

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE - Mayor called the meeting to order at 6:02 p.m.

II. PUBLIC COMMENT- Jane Fritz, 10547 Pine Street spoke about dangers of wildlife in roadway and speeding drivers. Asked council to consider installing solar flashing speed signs in the area. Bill Stuble, 500 Guthrie Place stated DBPOA annual dues have been sharply increased due to lawsuits that DBPOA has brought against City. He's studied the suits, feels they are frivolous and petty. Suggests many Dover Bay owners may agree. Possible developer, not Dover Bay property owners, is at the root of suits and compromise could be difficult.

III. NEW BUSINESS

1) Mayor's message – Mayor announced pending sale of his home. Will tender resignation at a future date.

2) Generator quotes for Cedar Ridge water reservoir – Council agreed on importance of securing generator to concrete pad, asked that all details be confirmed to ensure all services are included in cost estimate from Amped. **Brockway motioned** council accept the estimated quote from Amped Pump & Controls estimate dated 2/16/21 in the amount of \$10,640.77 and the security fencing estimate #4760 from Thompson Quality Fence Inc. in the amount of \$2,970.86 and authorize plumbing of gas line up to estimated cost of \$1,000 with a total not to exceed \$15,500 **2nd by Parkin. Roll Call Vote:** Brockway-Aye, Hoffman-Aye, Parkin-Aye, Shaha-Aye.

3) Practical Accounting Solutions (PAS) amended agreement- Contract was reviewed by council. Brockway pleased with progress in all areas PAS is working in from accounting, utility billing and providing administrative support. Would like to see contract date termination date read one full year from date of signing. **Parkin motioned** council accept the Practical Accounting Solutions (PAS) professional services contract for financial and administrative services as presented with a termination date of March 12, 2022, **2nd by Shaha. Roll Call Vote:** Brockway-Aye, Hoffman-Aye, Parkin-Aye, Shaha-Aye.

4) Speed limits 3rd, 4th and Jackson streets- Mayor announced that the speed limits on Jackson, 3rd and 4th Streets surrounding the post office will be changing to 20 mph. Hoffman reminded there are other areas within Dover that also have little to no shoulders, narrow road widths and issues with speeding. He's working to obtain information for flashing signs similar to as seen on Hwy 2 leaving Dover, approaching Sandpoint. Will present findings at future meeting. Mayor stated Sandpoint Police would find assistance with enforcement difficult in Dover as most Dover Bay roads are privately owned.

5) Letter of support - post office relocation – Discussions about current location and how issues of traffic flow, pedestrian safety and parking concerns could be resolved if post office is moved to proposed location at 105 4th Street. All in support of letter. Mayor and clerk to verify details within draft letter, update and have ready for councilors' signatures at next regular meeting.

6) Water and Sewer fees - Water income and fees reviewed, all in agreement that no increase in water fees is needed at this time. Sewer income and fees also reviewed. All agree that both water and sewer rates be reviewed by T-O Engineering again with report to council for future consideration of fees. Mayor will implement asking Wade and Strand to assist T-O Engineering as needed to provide data. Wade and Strand both commended for support.

7) Valve quote for sewer plant- Mayor recounted recent sewer plant issues and need for replacement valve.

As approved by Council at meeting held 4/08/2021 (mch)

Parkin motioned council accept the quotation from Amped Pump & Controls dated 2/26/21 in the amount of \$5,445.37, **2nd by Shaha. Roll Call Vote:** Brockway-Aye, Hoffman-Aye, Parkin-Aye, Shaha-Aye.

8) Mayor's appointment of DURA Commissioner- Council reviewed letter of interest from Mike Mooney. **Brockway motioned** council confirm Mayor's appointment of Mike Mooney to DURA Commission Board to seat "E" for a 3-year term to expire 2024, **2nd by Parkin. Roll Call Vote:** Brockway-Aye, Hoffman-Aye, Parkin-Aye, Shaha-Aye. Clerk read board member information into the minutes: DURA Board member and Chairman - Bill Strand, term expiring 2024; DURA Board member and Vice Chairman - Jim Haynes, term expiring 2023; DURA Board member - Merlin Glass, term expiring 2025; DURA Board member - Annie Shaha, term expiring 2025; DURA Board member - Mike Mooney, term expiring 2024; DURA Administrator - John Austin; DURA Treasurer - Stephanie Mueller; DURA Attorney - Will Herrington.

IV. OLD BUSINESS

1) Final Draft Audit FY2020- Council has reviewed the audit documentation. Laurie attended to answer questions from council. Thanks were expressed to CPA Crook and Bookkeeper Mueller. **Parkin motioned** council authorize Mayor and Mueller to sign the representation letter as presented to complete the audit process, **2nd by Brockway. Roll Call Vote:** Brockway-Aye, Hoffman-Aye, Parkin-Aye, Shaha-Aye.

2) Bonner County GIS addressing MOU (memo of understanding)- Council reviewed MOU. **Parkin motioned** council authorize Mayor to sign the MOU for addressing as presented, **2nd by Hoffman. Roll Call Vote:** Brockway-Aye, Hoffman-Aye, Parkin-Aye, Shaha-Aye.

3) ZC02-21 Czap Re-Zone: Planning & Zoning recommendation – Marley shared Planning & Zoning's unanimous recommendation to approve. Public hearing set for Monday, March 29th at 6:00 p.m. for Re-zone and Special Use Permit Modification applications.

4) Cyber Security for utility plants- Chlorination system is not yet operational. Once implemented Water Systems Mgmt. may present solutions for firewall protection of system. Water treatment plant is of primary concern.

5) Water tank repairs- Hansen, Water Systems Mgmt., in search of other competitive bids.

6) Membranes quotes for sewer plant- Diamond confirmed quote presented replaces both membranes at sewer plant. Brockway noted \$233,000 had been approved for replacement project in FY2020-2021 and has not been spent. She noted an additional some of \$25,000 budgeted in engineering costs which could help offset the increase in membrane fees if the city engineering costs were less than budgeted. Mike Wade, Water Systems Mgmt., informed of the critical need for expedited purchase and installment of membranes due to several recent issues. Diamond stated installation in August is goal. **Parkin motioned** council approve Suez proposal #257801-1, Option #2 in the amount of \$237,024 and Suez proposal #331255 in the amount of \$19,318 for a total of \$256,342 short of any additional engineering costs, **2nd by Hoffman. Roll Call Vote:** Brockway-Aye, Hoffman-Aye, Parkin-Aye, Shaha-Aye.

V. CONSENT AGENDA - Mayor reported that TING franchise request is moving forward. Will work with City Attorney to have more to present to council at future meeting. Brockway noted both water and sewer bonds have been paid in full. Hassell's report reminds of culvert repairs and maintenance which council suggested be discussed during the next budget cycle. Mayor recounted two recent failures along Dover roadways. **Parkin motioned** to accept the consent agenda as presented minus item V.2 Financials from January 2021, **2nd by Hoffman. All in favor.**

VI. FUTURE AGENDA ITEMS/MEETINGS – Mayor reviewed future items. Included recently scheduled DURA meeting on Wednesday, March 24th at 4:00 p.m. with potential for executive session.

VII. ADJOURNMENT - **Brockway motioned** to adjourn the meeting, **2nd by Hoffman. All in favor.** Meeting adjourned at 8:41 p.m.